

Staff Summary Report



Council Meeting Date: 11/18/10

Agenda Item Number: 5B11

SUBJECT: Request approval to award a one-year contract with four, one-year renewal options to Arizona Elevator Solutions for the inspection, service, testing, certification and repair of City elevators and lifts for use by the Public Works Department.

DOCUMENT NAME: 20101118fsta05 PURCHASES (1004-01)

COMMENTS: Total value of this contract will not exceed \$70,000 during the initial one-year contract period. Approximately \$50,000 will be for preventative maintenance work and state required testing and compliance certification, \$20,000 is estimated for routine repairs of equipment.

PREPARED BY: Tony Allen, Procurement Officer, 480-350-8548

REVIEWED BY: Jerry Hart, CPA, Deputy Director - Financial Services, 480-350-8505
Michael Greene, CPM, Central Services Administrator, 480-350-8516
Don Bessler, Public Works Director, 480-350-8205
John Osgood, Deputy Public Works Director – Field Operations, 480-350-8949
Jennifer Adams, Facility Maintenance Manager, 480-350-8687
Hector Gonzalez, Facility Maintenance Supervisor, 480-350-8170
Brian Wolfe, Facility Maintenance Supervisor, 480-350-8136

LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Ken Jones, Finance and Technology Director, 480-350-8504

FISCAL NOTE: (RFP11-050) Sufficient funds have been appropriated in General, Water/Wastewater, Transit and Tempe Performing Arts Center Funds for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Award the contract.

ADDITIONAL INFO: Background Information

The City of Tempe issued a Request for Proposal (RFP) to establish a term contract for the inspection, service, testing, certification and repair of City elevators and lifts located throughout the City.

Evaluation Process

Seven proposals were received and scored by a committee composed of Public Works and Procurement staff.

The scoring criteria included:

<u>Criteria</u>	<u>Weight</u>
Cost	19%
Qualification of firm and service technicians	19%
Ability to meet or exceed desired specifications	19%
Warranty and local availability of parts	19%
Response time	16%
Overall response to RFP	8%

The safety of employees and visitors utilizing City owned elevators is of critical importance in the selection of an elevator maintenance and repair firm. The weighting of the categories was established to ensure that the City would award to a contractor representing the best value to the City inclusive of reputation and known quality of work performed and not exclusively to the lowest cost vendor.

The results of the evaluation process are:

Firm	Score	Costs			Parts Disc %
		PM	Repairs	Total	
Arizona Elevator	290.57	50,220.00	19,780.61	70,000.61	20%
Southwest Elevator	289.55	21,000.00	32,230.55	53,230.55	0%
Centric Elevator	282.50	37,500.00	25,010.35	62,510.35	0%
ThyssenKrupp	265.33	193,188.00	25,714.79	218,902.79	15%
Schindler Elevator	200.52	35,388.00	26,205.08	61,593.08	15%
Otis Elevator	168.62	79,200.00	33,249.45	112,449.45	10%
Kone Elevator	111.80	46,963.61	16,388.03	63,351.64	3%

The cost evaluation included costs for preventative maintenance, labor for repair work outside of preventative maintenance and discounts offered on needed repair parts. The City estimated 125 hours of labor for routine repairs.

It is the recommendation of the committee to award a contract to Arizona Elevator Solutions the overall high scorer whose reputation and past work experience has been exemplary.